



**Draft Minutes of the Claygate Parish Council Planning Committee Meeting
held on Wednesday 24th May 2023
at 7.30 pm at Claygate Village Hall.**

Present: **Chairman:** Janet Swift
 Vice-Chairman: Hadleigh Moon
 Councillors: Sue Grose, Geoff Herbert, Gil Bray, Donna Holt, Michael Collon
 Elmbridge Borough Councillor: Mike Rollings
 Acting Clerk: Michael Collon
 Members of the public: 20

In the absence of the Parish Clerk, pursuant to Standing Order 15(a) it had been agreed in a majority decision at the 18th May 2023 Parish Council meeting to appoint Cllr M Collon as Clerk for the duration of the meeting.

The acting Clerk noted at the start of the meeting that he would be recording the meeting to assist the Clerk with the minutes, and that the recording would be destroyed upon approval of the meeting's minutes at the next Committee meeting.

1. **To accept apologies for absence**
Apologies from Cllr Marcall and Cllr Twells.
2. **To receive declarations of interest in items on the agenda**
Cllr Swift declared a non-pecuniary interest in Application 2023/0798 (Crown House).
3. **To confirm the minutes of the last Planning Committee meeting (20th April 2023)**
A copy of the minutes were not available to sign.

It was **agreed by a majority, one Councillor abstaining**, to defer approval of the minutes until the following meeting of the Committee on 15th June 2023.

AP1 Clerk to add to 15th June agenda.

- 4 **To appoint any non-voting advisers to the Planning Committee**
The Chairman moved that consideration of this item should be deferred until the following meeting of the Committee on 15 June 2023.

It was **agreed by a majority, one Councillor abstaining**, to defer consideration of the appointment of non-voting advisers until the following meeting of the Committee on 15th June 2023.

AP2 Clerk to add to 15th June agenda.

Under Standing Order 10(a)(vi) the Chairman moved that Planning Applications 2023/0962 (Land North of Raleigh Drive) and 2023/0798) under Item 10 should be considered at this point, and that the agenda should then revert to its original order. This was agreed unanimously.

10. Outline application 2023/0962: Land North of Raleigh Drive

Outline application for up to 60 dwellings, associated landscaping and open space with access from Raleigh Drive (For access).

The Clerk had received and circulated ten communications from members of the public objecting to the application. An additional four such communications had been received too late to be circulated.

Three members of the public addressed the Committee in opposition to the application. It was noted that there were already 60 objections from members of the public, and objections from 20 members of the public at the meeting.

Councillors **agreed unanimously** to object to the application on the following grounds:

- It is within the Council's remit to object to any development on the Green Belt;
- To grant an outline application would set a very dangerous precedent for all other Green Belt land in or adjoining Claygate;
- The application is not supported by the draft Local Plan.

The Chairman recused herself owing to her interest in the following matter. The Vice-Chairman took the Chair.

Application 2023/0798: Crown House, Church Road

Conversion of existing office building to residential, comprising 14 flats, including two-storey front extension and rooms in the roof space and dormer windows with associated parking and landscaping/amenity space. The Clerk had received and circulated two communications from members of the public objecting to the application.

Two members of the public addressed the Committee on behalf of Claygate Village Hall Association.

It was **agreed unanimously** not to object to the application, but to submit the following comments:

- The financial appraisal suggests that the project will make a loss of £630k even without the CIL and a commitment to social housing. This makes it difficult for the Planning Committee to assess the reality of the proposal.
- The proposal does not comply with the mandatory requirement for social housing.
- The application proposes only the minimum single parking space per residential unit required by DM7, which is inadequate for the anticipated level of parking.
- We acknowledge the concerns of Claygate Village Hall Association about the proximity of their car park to the proposed development.
- Tree screening is required to be replaced at the front of the property as the arboricultural report requires removal for development.
- The proposal should include measures to mitigate noise pollution from events in the Village Hall.

The Committee reverted to item 5 on the agenda. The Chairman resumed the Chair.

5 To consider a response to a pre-Consultation from WHP Telecoms on behalf of Cornerstone for a proposed base station installation upgrade at Cornerstone 14440852 Horrington Farm, Vale Road, Claygate KT100LF.

Cllr Bray noted that the proposed change to the mast would not increase its height, so he had no objection to it. The correspondence did however raise a number of issues. What service was the new dish designed to achieve? What service was likely to be boosted? What was planned for the Elm Farm mast? Was there news of any other developments?

It was noted that Cornerstone undertook to allow only 14 days from the date of the letter, 16th May 2023, before submitting an application to the planning authority. The Chairman did not wish a letter to be sent unless it had been approved by Councillors.

It was **agreed by a majority, one Councillor abstaining**, that Cllr Bray should draft a letter raising these points which would be brought before the Extraordinary Meeting of the Council on Thursday 8th June 2023.

AP3 Clerk to update Extraordinary meeting agenda load to website and update notice boards.

6 Review the Land Registry Covenant relating to 2022/3756 - 4 Littleworth Road and confirm whether the Parish Council's objection still stands or not

It was **agreed by a majority, one Councillor abstaining and one voting against**, to ask the Clerk to inform Elmbridge Borough Council that the Council maintained its objection in the form conveyed on 27th January, but with the substitution of 4.5m for 4m.

AP4 Clerk to notify EBC

7 Review actioning of items from previous minutes and agree any further action required.

The following items had been actioned:

AP57 Clerk to upload final minutes on to website from 23rd March 2023 meeting **DONE**

AP58 Clerk to write to EBC and inform community on Facebook and website of notice of intent to dispose of The Winning Horse **DONE**

AP59 Clerk to notify EBC of CPC's objection to Planning Application 2022/2756 – 4 Littleworth Road, Esher. **DONE**

8 To review planning correspondence, notification of applications and outstanding results and agree any action required.

In addition to correspondence shared within Action Points (APs) and further down the Agenda, the Clerk had secured extensions from Elmbridge Borough Council's Planning Department for Planning Committee feedback to the 26th May on the following Planning Applications: -

2023/0856 - 159 Coverts Road Claygate Esher Surrey KT10 0LE

2022/2866 97A Hare Lane Claygate Esher Surrey KT10 0QX.

9 Review Applications and Appeals decided since last meeting and agree any action required.

Cllr Bray had prepared a review (Appendix A) which the Committee noted. No action was required.

10 Discuss planning applications from Elmbridge Borough Council (EBC) Weekly Planning Lists (<https://www.elmbridge.gov.uk/planning>) for the following weeks and agree responses required: - w/e 21st April, 28th April, 5th May, 12th May, 19th May.

<u>Application Number</u>	<u>Address</u>	<u>Proposal</u>	<u>Claygate Parish Council Response</u>
2023/0910	114 Foley Road Claygate Esher Surrey KT10 0NA	Front boundary wall and piers to a height of 1.2m.	No Objection, No Comment Unanimously agreed
2023/0825	10 Glenavon Close Claygate Esher Surrey KT10 0HP	Part retrospective for piers, railings, front and side boundary walls.	No Objection, No Comment Unanimously agreed

2023/0856	159 Coverts Road Claygate Esher Surrey KT10 0LE	Single-storey front porch.	No Objection, No Comment Unanimously agreed
2023/1006	23 Dalmore Avenue Claygate Esher Surrey KT10 0HQ	Single-storey rear outbuilding.	LDC No Comment
2023/1135	28 St Leonards Road Claygate Esher Surrey KT10 0EL	Rear dormer window to provide rooms in the roof space, single-storey rear extension and front/rear rooflights.	No Objection, No Comment Unanimously agreed
2023/1076	46 Oaken Lane Claygate Esher Surrey KT10 0RG	Two-storey rear extension, single-storey side extension, roof extension incorporating front and rear dormer windows and side rooflights to provide rooms in the roof space, conversion of garage into living space and alterations to fenestration following removal of chimney stack.	No Objection, No Comment Unanimously agreed
2023/1129	27 Lower Wood Road Claygate Esher Surrey KT10 0EU	Conversion of garage into living space incorporating pitched roof replacement and alterations to fenestration.	LDC. No Comment
2023/0764	65 Foley Road Claygate Esher Surrey KT10 0LY	Vehicular access, rear pergola, bike storage and landscape alterations.	No Objection, No Comment Unanimously agreed

11 Receive a report on EBC's East Area Sub Committee Meeting and agree any action required

Cllr Herbert informed the Committee that no applications of interest to Claygate had been discussed.

12 Receive a report on EBC's Planning Committee Meeting and agree any action required

Cllr Bray informed the Committee that no applications of interest to Claygate had been discussed.

13 Review any Licensing Applications in Claygate and agree any action required
None.

14 Review any Compliance issues in Claygate and agree any action required
1 Caerleon Close: no further updates.

AP5 Chairman undertook to oversee compliance issues in place of the Clerk until the next meeting of the Committee.

15 Discuss any communication of key decisions to residents and agree any action required
None.

16 Matters for information purposes only

The Chairman informed the Committee that she and Councillor Grose were updating the Neighbourhood Watch Plan, and would bring this forward to the Committee on 15th June 2023.

Cllr Grose informed the Committee that a small ceremony was planned for the presentation of the Brian Rhodes Cup to Katie Holmes. The proposed date was 27 June 2023.

17 Date of the next meeting: 15th June 2023.

The meeting closed at 21.23p.m.

Signed.....as a true and fair record of the meeting.

Date.....